

**NAVCENT FORWARD
HEADQUARTERS KUWAIT**



**RECEPTION, STAGING, ONWARD
MOVEMENT AND INTEGRATION**

WELCOME ABOARD!

PRE-ARRIVAL INFORMATION



DEPARTMENT OF THE NAVY
OFFICER IN CHARGE
NAVAL FORCES CENTRAL COMMAND
FORWARD HEADQUARTERS KUWAIT
APO, AE 09327

Greetings Shipmate,

Welcome to the challenges and rewards of serving as an Individual Augmentee and Global War on Terrorism Support Augmentee! As your predeployment training draws to a close, you are one plane ride closer to operating in theater and starting your "boots on ground" clock. Your first stop will be Kuwait.

One of our missions at NAVCENT Forward Headquarters Kuwait (NFHK) includes Reception, Staging, Onward Movement and Integration (RSO&I) of deploying Sailors moving forward to Iraq, Afghanistan, Qatar, Bahrain, as well as those remaining in Kuwait. RSO&I tasks and functions are executed at Camp Virginia. The NAVCENT Forward Headquarters in Iraq, Afghanistan, and Kuwait will assist you with your Navy needs during deployment. Additionally, our Navy LNOs located at Ali Al Salem Air Base Kuwait will provide support during R&R, leave, emergency redeployment, and scheduled redeployment travel and transportation. Think of the NAVCENT Forward Headquarters as your Shipmates in the sand, the face of the Navy in theater.

Heat will be your first impression when you step off the plane. The temperature begins to rise in late April, peaks in July and August with highs in the 120s (F), and then levels off from late October to early April when the daytime temperatures drop to 50-70 degrees (F). Regardless of which time of year you arrive, you must hydrate all the way from South Carolina and throughout your entire deployment.

"Dwell time" in Kuwait ranges from four to five days. This allows you to acclimate, complete CENTCOM-mandated training requirements, and file travel claims.

Days 1 through 3: Arrival, beddown, camp familiarization, General Order 1B guidance, administrative guidance, rollover training (if required), operational stress control, and NAVCENT Forward Kuwait Officer in Charge welcome.

Day(s) 4-5: Travel Brief(s), onward movement/fly out.

Berthing/Dining: At Camp Virginia, you will be billeted in tents with cots, segregated by male and female. Only O-6s and E-9s are separated per ARCENT regulations; all other paygrades are mixed. Sleep systems are used for the duration of your stay. Outdoor

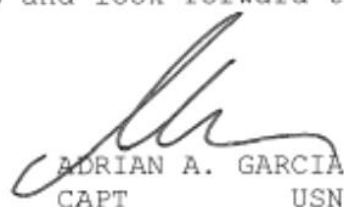
latrines, porta-potties, and shower trailers are located on the tent pad. A Tent Commander will be assigned for each tent and will serve as the conduit for information regarding schedules, muster times, reporting areas, etc. There is a Dining Facility (DFAC) at Camp Virginia, standard fast-food restaurants, and a well-stocked PX/BX/mini-mart.

During your stay in Kuwait, my staff will be coordinating your follow-on travel arrangements to your ultimate duty station. If you are traveling to Afghanistan, you will be handed off to Naval Forces Central Command Forward Headquarters Afghanistan and their liaison officer.

Should you have questions prior to your arrival, contact us at Camp Virginia via:

Email: vrgn.navcent.det.kuwait@kuwait.swa.army.mil or
DSN: (318) 932-2404

I wish you safe journeys and look forward to your arrival; welcome aboard!



ADRIAN A. GARCIA
CAPT USN

TIPS BEFORE YOUR ARRIVAL

GEAR AND EQUIPMENT

Bring all the gear that you are issued during your CONUS training. Do not send gear home. The missions in the Area of Operations are very fluid and you could find yourself in a location that is different than the one on your orders. You will also be expected to turn in your gear at the end of deployment, before you return to CONUS. It is good practice to never separate yourself from your gear, thinking that you can return to pick it up later. You alone are responsible for your gear throughout your deployment.

During your trip, you will onload and offload your gear several times. In most cases, you will onload and offload gear together as a group. Before traveling, make sure your bags are secured and clearly marked with your name. It is recommended that you place locks on your seabags.



ISOPREPs

The Isolated Personnel Report (ISOPREP) is one of the most important pre-deployment requirements. It is personal information known only to the individual used by recovery forces to positively authenticate a person's identity during recovery from enemy-controlled or contested areas.

It is imperative that you complete the ISOPREP prior to departing CONUS. To complete and submit an ISOPREP, go to the Personnel Recovery Management (PRMS) on a SIPRNet accessible computer at <https://prmsglobal.prms.af.smil.mil>. You will need to provide two electronic photos (one side view, one front view). If SIPRNet access is UNAVAILABLE, you can complete and submit an ISOPREP via Army Knowledge Online (AKO) PRO-File tool after registering for an account. Contact your CIAC for more information.

WHAT TO EXPECT WHEN YOU ARRIVE IN KUWAIT

COMMERCIAL FLIGHTS INTO KUWAIT INTERNATIONAL AIRPORT

If you fly commercial to Kuwait International Airport, civilian clothes are MANDATORY.

If you are traveling with a weapon, it is highly recommended that you fly NON-STOP from CONUS to Kuwait to limit the possibility of becoming separated from your weapon enroute.

You must hand-carry your military ID and a copy of your orders. If you are traveling with a weapon, the weapon must be locked in a hard case with at least two padlocks and sent on your flight as checked baggage. You must hand-carry a copy of the serial number for each weapon. The customs officials in Kuwait will expect you to provide the weapon(s) serial number(s) when you retrieve your weapon(s).

After getting your bags and passing through customs, you will enter the main terminal. Stay to the left as you enter the terminal. Army personnel dressed in civilian clothes called the Personnel Assistance Point (PAP) team will meet you and arrange shuttle bus transportation to AAS LSA. The PAP team may be holding a clip board with AAS or PAP written on it.

If you do not see the PAP team in the main terminal, proceed to the Starbucks/Cinnabon area located immediately on the left as you enter the main terminal area and look for them or other Americans standing around waiting for the shuttle. If there is no one there, call the numbers listed below.

The shuttle ride to Ali Al Salem will take approximately 1 hour and 30 minutes.

PAP team can be reached at:

- (24 hour duty cell): 9940-8837 (Outside Kuwait: 011-965-9940-8837)

NIACT ROTATOR FLIGHTS NIACT in Fort Jackson, SC schedules a rotator flight from Columbia, SC to Kuwait with one or two stops along the way. If you are from another camp, you could be added onto this flight and travel with the NIACT class. When this flight lands at Kuwait International Airport, it will be met by personnel from DynCorp. A working party from your group will offload bags from the plane to baggage trucks. It is important to load ALL Navy bags into the same truck(s). No Army baggage should be mixed with a Navy baggage truck. Deployers will load buses and proceed to a bus yard to await convoy escort to Camp Virginia with NAVCENT Forward Kuwait personnel. Follow their instructions upon arrival in the bus yard. All deploying IA/GSA/OSA Sailors will go to Camp Virginia for in-processing. The ride to Camp Virginia takes between 90 minutes and 2 hours, depending on traffic.

BWI ROTATOR FLIGHTS OR R&R FLIGHTS FROM ATLANTA OR DALLAS

When arriving on channel flights from Baltimore or R&R flights from Dallas/FT Worth or Atlanta, you should expect to ride in buses that will take you to Ali Al Salem Air Base (AAS) Life Support Area (LSA). This group will be a combination of Navy and Army personnel. The drive will take about 1 hour and 30 minutes. You will be met by NAVCENT Forward Kuwait personnel at LSA. Follow their instructions. They will arrange a convoy for Navy deployers only from LSA to Camp Virginia for in-processing.

ARRIVAL AT CAMP VIRGINIA

When your convoy arrives in Camp Virginia, depending on time of day, it will proceed directly to Pad 22 or make a stop at the DFAC to give you a chance to eat. Once you arrive at Pad 22, you will enter Tent 22-3 for a mandatory one-hour briefing before offloading your bags. This briefing will explain your schedule while in Kuwait, familiarize you with Camp Virginia, and inform you of CENTCOM General Order 1B. Once your bags are offloaded and secured in your assigned tent, you will normally be given the rest of the day to rest and acclimate to the new time zone.



LIFE IN CAMP VIRGINIA

PAD 22

You will be staying on Pad 22 while you are at Camp Virginia. You will sleep in large “open bay” tents that are managed by NAVCENT Forward Kuwait personnel. Pad 22 will be your home during your stay. When you arrive, you will receive a mandatory one-hour briefing in Tent 22-3. Tent 22-3 is also your space to use to read, watch television, or use the SPAWAR-provided computers and phones.

TENT SPACE

You will be living in a Large American tent with space for up to 80 Sailors. For many this will be the first time that you use your issued sleep system. These tents are equipped with bunk beds, air conditioning and very limited 230V AC power from diesel generators. The cots in each tent will be used once all the bunk beds are occupied. Do not store gear on top bunks because other deploying Sailors may arrive during your stay. If the cots are unused, you may use these cots to keep your gear off the deck. Before plugging in any equipment to the outlets in the tents, check to ensure that anything plugged in can accept 230V. Electrical motors such as fans are designed either for 110V or 230V. If you brought a fan from CONUS, do not plug it in to the outlets. Do not “daisy chain” power strips and/or extension cords as this creates a fire hazard. Please keep your tent free of trash and please do not bring food into the tents.



ELECTRICITY

All of Camp Virginia is powered by large diesel generators distributed around the camp. There is no central electrical grid. If a generator fails or is secured for maintenance, all areas powered by that generator will be without power. If a generator fails on Pad 22, notify NAVCENT Forward Kuwait personnel. A cell phone in Tent 22-3 can be used to call the staff.

SHOWERS

There are three shower trailers on Pad 22. Please conserve water by taking combat showers (5 minutes max). Failure to do so will result in water shortages and/or no hot water for your Shipmate.

HEADS

There are portable and flushable toilets located throughout the camp that are serviced daily by contractors; however, the contractor is not required to pump out the portable toilet if trash is dumped in them. Pad Area Managers will ensure that all portable toilets are policed daily. These heads are not powered, so bring a small flashlight or penlight when using the heads at night.



FACILITIES MAINTENANCE

All Camp Virginia equipment is repaired by contract. Report all problems concerning tents, heating, power and air conditioning to NAVCENT Forward Kuwait personnel, who in turn will then contact the appropriate agency. Do not try to fix or restart camp equipment yourself. Contractors are the only authorized personnel to repair or work on camp equipment. Sailors may not attempt to fix any electrical problems or splice into lines.

Portable light sets are established throughout the camp for safety and convenience. Do not move or use them as generators. They should be on between sunset and sunrise. Any light set which isn't turned on should be turned on by lifting the panel on the side and following the instructions. If the light set is inoperable, notify NAVCENT Forward Kuwait personnel.

CLEARING OF TENTS

When clearing Camp Virginia, please sweep your tent clean of trash and debris. Arrange the cots neatly in the tent. Do not break the cots down unless directed to do so by NAVCENT Forward Kuwait personnel. All debris will be cleaned up around the outside of the tent before you are cleared from Camp Virginia. Coordinate with NAVCENT Forward Kuwait personnel for more information. Pad 22 is inspected daily by NAVCENT Forward Kuwait personnel. These inspectors can also assist with any support issues you may have.

COMMUNICATIONS

The NAVCENT Forward Kuwait staff has DSN telephones in TOC 6, a short walk from Pad 22. If you need to make a DSN call, please contact the NAVCENT staff during working hours. SPAWAR phones and free internet computers are available in Pad 22. Calls from SPAWAR phones cost \$.04 per minute. There are also FREE phones and computers available in the USO.

Commerical wireless internet service is available on Camp Virginia in Pad 22, the Tumbleweed MWR Center, Starbuck's, and the Green Bean coffee shop. Internet fees are \$4 per day or \$12 per week. Internet access can be purchased at the phone store in a small trailer located near the McDonald's.

We cannot provide access to SIPRNET or SVOIP during your stay. If you need access to NIPRNET for official requirements, please speak to anyone from the NAVCENT Forward Kuwait staff.



MILITARY CUSTOMS AND COURTESIES

The unit chain of command is responsible for enforcing proper military customs and courtesies. All military personnel are expected to display mutual respect for their fellow servicemen and camp personnel. Camp Virginia is a Salute zone except where posted.

DISPLAY OF ID CARDS

Effective 15 October 2006, military personnel, except when in a military duty uniform (NOT including PT attire) and DoD employees must display their Common Access Card (CAC) in such a manner so as to be highly visible between the waist and chest level at all times while on all ASG Installations.

UNIFORM POLICY

The uniform of the day is ACU/DCU/OCP/PTU. You may wear PTU for the admin briefing, the OIC's brief, and the travel brief. Reflective belts must be worn during periods of darkness with all uniforms. While you are on Pad 22, you may wear conservative civilian PT clothing for transiting to and from the heads or showers. Personnel must wear appropriate clothing to and from personal hygiene areas. The wear of only towels or wraparounds is not authorized. Shower shoes or flip-flops are only authorized inside PAD Areas. Uniforms (ACU/DCU/OCP/PTU) must be worn whenever leaving Pad 22.

PT UNIFORM

- When the Navy PTU uniform is worn, it will be worn properly, white or black socks without logos, and proper footwear. The PTU uniform will not be mixed with civilian PT clothing.
- Personnel must wear a reflective vest or belt with the PTU during periods of darkness.
- The use of headphones in areas adjacent to where vehicular traffic is present is prohibited without exception.
- Dirty or sweaty PT uniforms or civilian exercise clothing will not be worn inside the DFACs.
- Mixing of DCU/ACU/OCP and PTU items is prohibited.
- The only authorized uniform for military members in the gym is the respective service physical fitness uniform.
- Ripped or torn T-Shirts, tank tops, halter tops and muscle shirts are never authorized in any facility.
- Unit approved shirts are authorized for wear as part of the PTU on Camp Virginia. Shirts earned at any Camp event are authorized to be worn as part of the PTU.
- ID card must be Displayed while in PT Gear.

WEAPONS

Carry your weapon with you at all times, unless going to the gym or medical. Weapons are allowed in the DFACs as long as the bearer remains in a GREEN arming status (no magazine inserted or round in chamber). Clearing barrels are located throughout Camp Virginia. **Weapons must be cleared before entering any building.** Weapons are permitted in AAFES facilities as long as the bearer remains in a GREEN arming status. Weapons are not permitted in the gyms or in medical.

LOST AND FOUND

The Camp Virginia Command Cell maintains a Lost and Found, items found will be turned in to the Emergency Operation Center.

AMNESTY BOX

Boxes are situated throughout the Camp and can be recognized by their red color and markings "Amnesty Box." Point of Contact is AHA NCOIC at DSN: 832-2261 or CELL: 9944-3592.

TMC

The TMC is located next to the PX. The TMC phone number is DSN: 832-3333 or CELL: 9908-2428.

WEAPONS ARE PROHIBITED IN THE TMC. Sick call and Dental check-in is Monday-Saturday 0800-1000 and 1300-1500. Please bring your medical records if available. Cold packs are given to patients with minor cold symptoms who have no allergies to meds and are not currently on medication. To receive a cold pack the patient must not have a temperature. Emergency care is available 24 hours a day, 7 days a week at DSN: 832-2559 or CELL: 9720-9165.

MAIL / POST OFFICE

The Camp Virginia post office is open Monday-Saturday 0830-1800 and Sunday 1000-1600 for mail call only. A blue mailbox is located in front of the command cell, in the McDonalds picnic area, on PAD 15 and 20 feet from the entrance to DFAC 2 for letter drop-off only.

DSARC—SEXUAL ASSAULT/HARASSMENT

A Deployed Sexual Assault Response Coordinator (DSARC) is available for any Unit Victim Advocate, Sailor, or chain of command who need assistance. The NAVCENT Forward Kuwait DSARC can be called from the cell phone in Tent 22-3 by calling "SARC" on the phone's contacts list or by dialing 9965-6417. Camp Virginia also has a DSARC. The Camp Virginia DSARC's cell is: 9722-6174.

ENVIRONMENTAL—PEST MANAGEMENT

Wildlife will be encountered throughout the Camp, rodents, snakes, scorpions and flies are the most common. For your personal safety and the humane handling of wildlife, do not handle them. Good housekeeping decreases the rodents, ant and fly populations. Avoid eating in personal spaces and store food in re-sealable plastic containers. POC is the Environmental Compliance Officer at DSN: 832-2160 or CELL: 9906-6103.

BOTTLED WATER AND ICE

Bottled water is located on pallets on each of the pads. If the entire pad runs out of water, see NAVCENT Forward Kuwait personnel. Ice is delivered daily to the green coolers outside each Pad 22 tent.

DFAC

Hours of operation are:

Breakfast	0530-0800
Lunch	1115-1330
Dinner	1700-2000
Mid-night Meal	2330-0130

All Sailors must adhere to the following requirements for eating in the DFAC:

- Wash hands in area provided at the DFAC entrance.
- Wear only prescription glasses, no sunglasses while in doors, sunglasses will NOT be worn on head or hanging from neck/uniform.

- No headgear is to be worn in the DFAC (exceptions are MP/Food Service Personnel) in addition do NOT place headgear on tables while eating.
- Wear clean uniforms (PTU is allowed). Soiled uniforms are NOT allowed.
- If you have a weapon with a bipod, close the bipod and lay the weapon flat on the floor. Absolutely NO ammo is allowed in the DFAC.
- **Bags are not permitted and photos are not allowed in the DFAC.**

SAFETY

Camp Virginia **Tents are extremely flammable!** Smoking is allowed only in designated areas. No open flames, smoking, or striking of matches in the tents. Additionally, all equipment must be kept from the interior tent walls. Keep doors and windows closed to prevent the tent from billowing in the wind. This is the only way to prevent the tent from falling down and suffering damage in a windstorm. One or two fire extinguishers will be kept in each tent. Large tents will have one at each end, (no more than 50 feet from each other). Smoke alarms and fire extinguishers are located in every structure. If service is needed on the smoke alarms or fire extinguishers in the billeting tents, contact NAVCENT Forward Kuwait personnel.

- Headphones are not authorized for use while operating a vehicle, walking, jogging or performing any other activity unless you are in the gym or living quarters.
- No contact sports will be conducted in PAD area due to tent stakes, poles and other trip / impaling hazards.

UNEXPLODED ORDINANCE (UXO)

The patch of desert on which Camp Virginia sits saw major combat action during Desert Storm. Unexploded Ordinance is occasionally found on or near the camp. If any unexploded ordnance (UXO) is found, clear the area of personnel and inform NAVCENT Forward Kuwait and the Command Cell immediately.

CONTACT US

Follow "NAVCENT FWD Kuwait" on Facebook or send us an email at **NAVCENT@asab.centaf.af.mil**

CAMP VIRGINIA CHAPEL

The Chapel is open for personal prayer and meditation when not otherwise scheduled.

CHAPEL SCHEDULE

MONDAY

Catholic Mass * 1630

WEDNESDAY

Catholic Mass* 1630

THURSDAY

Various Events 1900

SATURDAY

Catholic Mass* 1630

SUNDAY

Contemporary Service 0900 & 1900

* Confession 30 minutes before mass.

Chapel offices staffed Monday through Saturday, 0800-1600. For after hours emergencies, call the Camp Chaplain at Cell 9944-7086.



FACILITY HOURS OF OPERATION

Alteration.....	1000-2000
Barber shop.....	1000-2000
Dental	By appointment
Finance Office	Mon-Sat 0900-1200 Mon-Sat 1300-1600 Sun 0900-1200
Gift/Souvenir Shop	0900-2100
Green Beans Coffee.....	0600-2200
Gyms 1 and 2.....	24-Hours
Internet.....	24-Hours
Laundry*	0700-1900
Library	1000-2100
McDonalds	0900-2300
MWR Recreation Center	24-Hours
Panda (Chinese)	1000-2000
Pizza Inn	1000-2000
Post Exchange (PX)	0800-2100
Post Office.....	Mon-Sat 0830-1800 Sun 1000-1600
Sick Call	Mon-Sat 0800-0900 Mon-Fri 1300-1400
Starbucks	24-Hours
Subway/Charley's.....	24-Hours
USO	1200-0300

*Turn around is 1-2 days depending on when drop-off.